

## **CHAMBERS COUNTY CHILDREN'S MUSEUM FOUNDING DEVELOPMENT DIRECTOR**

Founded in August 2019, the Chambers County Children's Museum is a non-profit organization with a Board of Directors comprised of 13 community leaders who are passionate about bringing play-centered learning to Chambers County. The explosive growth of the area, primarily made of young families, is driving the need for more family and kid-centered activities and programs. The Chambers County Children's Museum strives to fill that need by bringing unparalleled exhibits and experiences to the area.

### Position Overview

CCCM seeks an experienced professional with vision, experience and expertise to serve as its Founding Development Director. Initially, this will be a part-time position, requiring 20 hours a week. Reporting to the Museum's Board of Directors, the Director will be responsible for fundraising and marketing.

### Job Responsibilities

#### ***Fundraising***

- Develop and implement a long-range strategic fundraising process
- Identify, cultivate, solicit, and steward corporate sponsors and donors
- Build and sustain strong relationships with key public and private sector partners
- Plan a Fall fundraiser and a larger fundraising event for the Spring
- Partner with other organizations and schools on a kid-centered fundraiser/contest

#### ***Marketing***

- Create regular, scheduled content for Facebook and CCCM website
- Engage with community on Facebook re. development of museum - collaborate with Board Members to use community feedback for exhibit development, etc.
- Identify and schedule speaking opportunities for Board Members

### Qualifications

- Experience in early-stage business or nonprofit, MBA a plus

- Demonstrated success in strategic planning, fundraising and implementation of start-up projects
- Outstanding communication skills, oral and written
- Knowledge of and business relationships in Chambers County/Baytown/Dayton/Liberty areas
- Experience building collaborations and working in and with nonprofits
- Experience working with nonprofit boards

Interested candidates should submit a resume and cover letter to [admin@chamberscountychildrensmuseum.org](mailto:admin@chamberscountychildrensmuseum.org) by October 19, 2020.

Salary: TBD